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Town Clerk Department
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Longboat Key, FL 34228

DATE: 11-20-2002

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TCSW 05-16-1996

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TOWN OF LONGBOAT KEY
SPECIAL WORKSHOP AGENDA

MAY 16, 1996

10:00 A.M.

- I. Items for the Consideration of the Town Commission:
 - 1. Canal Dredging Feasibility Study
 - 2. Facilities Master Plan
- II. Town Attorney Comments
- III. Town Manager Comments
- IV. Town Commission Comments
- V. Public to be Heard
- VI. Press to be Heard

(* Indicates no agenda material was distributed at this time.)
(# Indicates revision.)
(@ Indicates postponed or requested to be postponed.)
(^ Indicates Consent Agenda Item.)

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8-22-96

MINUTES OF THE SPECIAL WORKSHOP OF THE LONGBOAT KEY TOWN COMMISSION,
MAY 16, 1996, 10:00 AM

Present: Mayor Drohlich, Vice-Mayor Metz, Commissioners Patterson,
Legler, Farber, Sagman, Loiselle

Also

Present: Town Manager Roberts, Town Attorney Persson, Public Works
Director Smally, Town Clerk Arends, Deputy Clerk Dunay

I. Items for the Consideration of the Town Commission:

1. Canal Dredging Feasibility Study

Kim E. Beachler, P.E., Vice President, Coastal Planning & Engineering, Inc., presented the Canal Dredging Feasibility Study; he said the Study indicated it would be feasible to dredge canals; however, additional studies would be necessary and the Town Commission would have to decide on how to proceed. Mr. Beachler reported the first step performed in the Study was to conduct a field investigation which consisted of: a reconnaissance level bathymetric survey of the project; a collection of sediment samples in five canals; and an overview of the condition of the seawalls. He identified the primary problems and discussed the Study while showing a slide presentation.

Mr. Beachler explained while performing the bathymetric survey, a boat went up a canal on one side and returned down the other; this procedure allowed continual depth measurements to be taken and discovered where shoaling had occurred; determination reflecting the volume of sand which needed to be removed was made; the bathymetric survey determined some canals were un-navigable while some areas were ten to twelve feet deep.

He explained five sediment samples were collected; they were found to be silty sediments with a high organic content; in Country Club Shores the sediment contained a high degree of sand. He reported that a sediment sample was subjected to chemical testing; a lab evaluated the sample and found a high level of iron and copper content; however, that determination may not be representative of the entire canal system. He mentioned additional testing in that area would be needed before dredging occurred.

Mr. Beachler stated an overview was performed on the seawalls; it would be necessary to protect the seawalls during dredging. He noted some failed seawalls were discovered.

A discussion ensued concerning the different types of canals examined during the Study; Canal 5 (between DeNarvaez Drive and Bayview Drive) had both a seawall shoreline and a mangrove shoreline; this would be important in determining the channel width and in permitting the project; Canal 20 (at the end of Gulf Bay Drive) was un-navigable; there was a mangrove shoreline and the Town would have to determine if blocked canals would be reopened. Mr. Beachler pointed out the different canals that were examined

and informed the Commission of the areas blocked by mangroves. It was noted that shoaling appeared mostly at the entrance and the landward end of the canals where drainage outfalls emptied into the canals.

Mr. Beachler emphasized assumptions were made during the Study; the width and depth of the channels were examined with reference to navigation; canal width would be important from a boating standpoint, as well as protecting seawalls. He stated during the study it was determined that a 20-25 ft. channel width would be recommended; this was based on constructability and seawall protection. He stated the Town would need to determine what size boat the canals would accommodate and weigh that against what would be permissible.

Mr. Beachler reported on the seawall stability and canal width. He explained for a seawall to remain stable, a seaward wedge of sand near the toe of the wall that penetrated into the ground would be needed; if the wedge of sand were destabilized, or if dredging occurred too close to the wedge, the toe of the wall could kick out; this situation was observed in the Jungle Queen Way and Tarawitt Drive areas. He pointed out if dredging occurred too close to boat dock or boat lift pilings, structure failure could happen; he noted that a large boat dock extending into the canal was observed during the Study. He stated seawall protection needed to be looked at very closely in subsequent phases during the project.

Mr. Beachler emphasized concern with Canals 17, 18 and 19 (St. Judes Drive South, Jungle Queen Way and Tarawitt Dr.); dredging those canals at this time was not recommended; however, a closer look would be made in subsequent phases to determine if a narrow central channel or spot dredging could eliminate the concerns in that area without impacting the seawalls.

Mr. Beachler stated a major issue would be the regulatory constraints. He stated man-made canals were exempt from Outstanding Florida Water (OFW) permitting requirements; however, Buttonwood Bayou and Bishop Bayou would be considered part of Sarasota Bay; Sarasota Bay had been designated as an OFW and a higher criteria would have to be met through the Department of Environmental Protection (DEP). He informed the Commission that it would have to be shown to be in the public interest before canal dredging could occur in an OFW.

Mr. Beachler suggested the Town obtain a permit exemption for dredging man-made canals; original shell depth could be restored as long as the Town had documents that stated the depth; if no documents were available the maximum allowed depth of the canal would be -5 feet low water; that depth was used in the calculation to determine the volume of sand that needed to be removed. He informed the Commission that DEP required that the spoil be disposed of in an upland site so that surface waters of the State

were not polluted; the spoil area must dewater through percolation and evaporation.

Mr. Beachler indicated he recommended three soil disposal options in his report: 1) open water disposal in Sarasota Bay; 2) open water disposal gulfward of Longboat Key; 3) upland disposal area. He reported another disposal area could be at the end of Binnacle Point Drive; all options would need to be examined during the next phase. Mr. Beachler said he had discussed with Dr. Cliff Truitt, the Town's special consultant, the option to fill the blocked canals; a wetlands mitigation area could be developed. Mr. Beachler reported that a number of different soil disposal options were examined; however, due to the expense and difficulty in permitting, those options were eliminated.

Mr. Beachler reported the estimated dredging volume would be 38,500 cubic yards with the cost estimated to be \$1.2 million, excluding the St. Judes Dr. S., Jungle Queen Way and Tarawitt Dr. areas; if those areas were included an additional 10,000 to 14,000 c.y. would be dredged.

Mr. Beachler concluded his recommendation would be to approach the canal dredging in phases. He explained Phase II would be extensive seawall analysis to include the liability issue; navigation considerations of depth and width of the channels; ownership issues; additional spoil location study. Mr. Beachler presented a projected schedule of the project: conclude Phase II; final design and permitting; plans and specifications; bidding; the total time frame would be between 18-24 months.

Town Manager Roberts reported the Commission needed to consider the following: accept the Study and CPE report; determine whether to move forward with Phase II of the Study; and discuss the liability issues. He suggested the Town Attorney address the liability issue prior to Commission discussion.

Mr. Persson replied that liability was the pivotal issue; this would determine who would be responsible if there were a problem. Mr. Persson reported that Manatee County had a very interesting program: if more than 50% of the citizens in a particular area wanted a canal dredged they would petition the County to examine the canals; there would be a fee for the examination. Once the petition was filed the Public Works Department would investigate and report to the Board of County Commissioners (BCC). The BCC would determine whether to move forward with the project; once the BCC authorized a complete study and determined the cost of the project, they would proceed to the bid process.

Mr. Persson explained that a Municipal Service Benefit Unit (MSBU) would be created, similar to a neighborhood taxing district, to share the benefit and the cost of the dredging project; the County would assess each property owner a specific amount of money, hold a public hearing, and decide if public benefit existed. If the BCC

determined a public benefit did exist, such as a boat ramp or drainage system, then the County would also contribute funds. He pointed out the assessment would be a non-ad valorem special assessment.

Mr. Persson informed the Commission that the County addressed the liability issue by requesting each property owner to sign a "hold harmless" release agreement; however, it would be impossible to obtain the release from everyone; therefore, Manatee County rolled the repair cost for failed seawalls back into the assessment, spreading the expense throughout the MSBU.

Mr. Persson mentioned that the County had a few problems with seawalls; however, the contractor performed the repairs; Manatee County had not faced a major liability issue. He noted the County required a significant surety bond in case of a catastrophe.

Mr. Roberts briefed the Commission on the canal dredging policy options: 1) require all canal-front property owners to sign a release holding the Town harmless for any damage to their seawalls; 2) require all property owners on the narrow canals (judged too narrow to be dredged), as well as other canal-front property owners whose seawalls were determined to be failing, to sign a release relieving the Town of any liability due to damage to their seawalls; 3) require no release; 4) have the project insured for an adequate amount (to be determined) to cover resulting damage to seawalls; have the project insured either by the Town or by the contractor; 5) use the CPE study, solicit proposals from contractors including a requirement that the contractor provide the Town with a \$1-million bond for damages. Mr. Roberts advised there would be many more options the Commission would need to decide upon in terms of policy before the project would get underway; however, this would be a good start.

Mayor Drohlich asked for comments from the public before the Commission discussed the issue.

Terry Sullivan, 853 Tarawitt Dr., stated he owned 380 feet of seawall on a canal that was proposed not to be dredged. He stated currently his seawall was being reconstructed and he had spent \$45,000 to protect his seawall. He stated if the canal behind his property were at mid-tide to high-tide a "reasonable size" boat could be navigated through the canal; property owners would accept a 12-ft. to 14-ft. swath cut down the middle of the canal. He stated he hoped the Commission realized that dredging a canal would create an amenity for people and property value would increase significantly if a "decent size" boat were able to navigate through the canal.

Mr. Sullivan pointed out that using CPE calculations, the cost would be \$30 per yard total cost; if that cost were distributed to the 24 property owners whose property abutted the canal each owner would not expend a lot of money; however, it would make a great

difference to the value of the property. He explained that amenities were what property owners would pay for, and if the canals were dredged the properties that abutted the canals would increase in value as would the tax base.

Mayor Drohlich stated ownership of the canals and seawalls needed to be determined before the Commission proceeded; therefore, he asked if the Town or the property owners owned the canals and seawalls and requested the Town Attorney's opinion in this regard.

Mr. Persson replied this would depend on how the canals were originated and how the original deeds were handled. He reported that, to the best of his memory, the Tarawitt Dr. canal was privately owned. He briefed the Commission on a case in the 1980s which discussed the ownership of the middle of the canals; however, not all canals were the same. He stated that if the Commission decided to move forward, then ownership would need to be determined.

Mr. Persson advised that if the canals were, in fact, private, the funding issue would be raised concerning the Perimeter Channel in Bay Isles; if the canals were private and the Commission followed Manatee County's policy, public funds would not be interjected into a private canal dredging project; however, the County would agree to act as a conduit to request funds from West Coast Inland Navigation District (WCIND) and would act as a clearing house, but the County would have no active part with the contractor and no part financially. He added that public canals would be different.

Mayor Drohlich asked how the Commission would determine which canals were private and which were public. Mr. Persson replied that if the Commission wished to move forward with the project, the Town Attorney would make determinations of who owned the canal bottom in those areas the Commission would consider dredging.

Commissioner Loiselle asked if spoil sites needed to be contained in some manner. Mr. Beachler explained that in order to obtain a permit exemption the spoil sites would have to be fully contained by a earth dike; no direct drainage into Sarasota Bay would be permitted.

Commissioner Sagman stated the liability and cost issues were the the core of the subject; while Manatee County's procedures made sense, she did not fully understand the ownership issues. She stated a street would be deeded to the Town and, therefore, would become Town property; however, she questioned if a developer dredged a canal, what would make the canal private and not public. Mr. Persson replied there were situations where a dedication by the developer was made and the canals were public; there were situations on Longboat Key where the developer kept the canals as part of the owners' property; on St. Judes Drive the deed restriction went to the middle of the canal.

Commissioner Sagman asked if the Town could dredge the canals and charge the homeowner prior to determining whether the canals were public or private. Mr. Persson replied if the canal were deemed to be private the Town would have to obtain some kind of permission from the homeowner; if the canal were deemed to be public no permission would be necessary.

Commissioner Farber stated the liability question could extend into litigation. He asked if Manatee County would respond to a petition from Longboat Key residents living within Manatee County. Mr. Roberts replied the local jurisdiction would be in control of the municipality; the County probably only dredged in the unincorporated areas.

Commissioner Patterson asked if Sarasota County had a program for canal dredging. Mr. Persson advised that Sarasota County was in the discussion stages.

Vice-Mayor Metz asked the number of canal-front properties within Longboat Key. Mr. Beachler advised that during the Study approximately 300 to 350 individual properties were counted in the areas that needed to be dredged. He explained he was unaware of the total canal-front properties located on Longboat Key; however, it could be two to three times that number.

Commissioner Legler asked if the waivers of liability had to be unanimous in the Manatee County program. Mr. Persson indicated that a minimum of 50% of the property owners had to request the petition. Commissioner Legler asked if this meant that when 51% of the people in the taxing district or assessment district wanted to dredge a canal, then it would move forward. Mr. Persson replied if 50% of the property owners in one area requested their canal to be dredged, Manatee County would start the process.

Commissioner Patterson stated the seawalls and canals in Longboat Key were not uniform; each seawall must be examined individually by measuring the width, length, and for the wedge of sand at the toe of the wall, prior to determining if the seawall were able to withstand dredging.

Dr. Truitt stated the seawalls would be examined during Phase II; the liability issue needed to be examined from several different angles: the ages of the seawall and the design and materials used. The Town Attorney's assistance would be needed regarding the different risks: assuming something happened and a seawall failed, the possibility of amortization and the level of cost the Town would accept responsibility for.

Mr. Persson stated his effort would be to arrive at a position where the Town would not be sued; once the Town was sued the litigation would be just as costly as repairing the seawall itself. He explained that in the areas that showed possible seawall failure, the property owner would be required to repair the wall or

sign a release prior to the dredging.

Mayor Drohlich asked how long it would take before the canals would fill in if dredged to the -5 feet depth suggested by CPE. Mr. Beachler replied no exact answer could be given to that question; it would vary from location to location as some areas would shoal in faster than others; however, a minimum of five years could be estimated.

Dr. Truitt stated the Town had established some controls for the sediment input on the landward side into the canals; most of the sedimentation that now occurred came from the Bay at a slow, progressive pace.

Commissioner Loiselle stated the Town should have a canal maintenance program as part of the Comprehensive Plan. He explained Manatee County's plan used the term "property owners", and the County allowed the property owners five years to pay the assessment and 7-1/2% interest was charged.

Commissioner Farber asked if the Town had in place established minimum standards to build a seawall, and if seawalls were checked for need of repair.

Public Works Director Smally replied the Town had rules on derelict structures; if a seawall were determined by Planning, Zoning and Building to be unsafe it would have to be replaced. He stated he was unaware of any actual building standards that would reference the thickness of seawalls; however, each seawall would be designed for site-specific conditions and the plan must be signed and sealed by a professional engineer.

Commissioner Farber suggested if the Town were to move forward with the program minimum standards should be established for seawalls.

Mr. Sullivan stated seawall projects needed to be signed by a licensed engineer; a 6-inch or 8-inch thick slab would be required and steel requirements were specific; therefore, minimum standards did exist. Commissioner Farber suggested the Town establish its own minimum standards for seawalls.

Vice-Mayor Metz asked if there were any canals on Longboat Key that were both public and private. Mr. Persson replied he would have to research that matter.

Commissioner Patterson referred to one of the slides reviewed and stated the navigation consideration included length, width, and depth of the canals; he questioned the impact of the pilings and lifts that extended into the canals. Mr. Beachler stated they would be included; they were briefly discussed during the slide presentation. Commissioner Patterson stated another variable needed to be considered referencing navigation: the canal's ability to handle single-lane traffic inside the pilings and lifts.

Commissioner Sagman asked for a technical explanation of "-5 feet" dredging. Mr. Beachler explained the bottom elevation of the canal would be at -5 feet relative to low water.

Commissioner Farber stated the report in general and the phasing suggested were excellent; a slow process was necessary. He suggested the Commission move forward with the liability issue and resolve the ownership question.

Vice-Mayor Metz stated Jewfish and Sister Keys were noted as spoil areas; however, he questioned the feasibility of the use of those locations. Mr. Beachler explained those areas could be examined; however, the primary problem identified there was the access.

Commissioner Legler stated he read in the CPE report that if a narrow canal were not dredged to a wide enough width it would be worthless. Mr. Beachler indicated that would depend on the type of sediment; if it were a very fine sediment that aspect would have to be taken into account, as there would be a lot of sloughing from the sides due to general boat traffic.

Commissioner Patterson stated he was under the impression that the canals were to be dredged to a minimum of 20 feet in width and -5 feet in depth. Mr. Beachler replied that was used as a criteria in the Feasibility Study; he explained that Commissioner Legler's question was directed more towards the Jungle Queen Way and Tarawitt Dr. areas, where dredging was not recommended.

Commissioner Loiselle asked if any cost would be involved in Phase II of the project and if funds were appropriated. Mr. Truitt replied Phase II would involve the Town Attorney and the Planning Department as well as CPE; a complete scope of services had not been developed. He explained that through conversations with the Town Manager he understood no funds were allocated for Phase II in the current budget.

Commissioner Farber stated when the Commission considered the canals, all canals including the Bay Isles Perimeter Channel, the Tarawitt Dr. area, and any canal in the widest interpretation should be included in the project, so all citizens would be treated fairly and evenly.

Mr. Roberts asked CPE to what extent that would affect the Study. Dr. Truitt indicated he could not answer at this point. He explained the reason Bay Isles was not included in the Study was because the canals there were privately owned and maintained; also, the bathymetric survey concluded no depth problem existed in the Perimeter Channel.

Vice-Mayor Metz noted that on the boat canal tour it became obvious there were properties that did not have seawalls; he asked what would happen in those areas. Dr. Truitt replied that a regulatory

situation would exist; the State would not allow anything to be done that would destabilize the mangrove fringe.

Commissioner Legler asked if the Phase II cost could be broken down into subsections. Mr. Roberts advised that before a cost estimate could be established, the Commission would need to determine in which direction to move and what to address first: seawall conditions or liability. He said if the Commission was not concerned with liability then there would be no need to assess seawalls; if liability was a concern, ownership and seawall conditions would be the next step; then a cost estimate would have to be obtained from CPE.

Commissioner Patterson stated the Commission needed a gross cost estimate and then could determine liability issues based upon property ownership, before addressing the mangroves and other issues.

Mayor Drohlich indicated the Commission needed to make a decision on whether to do anything on the canals that were eliminated; if those would be added it would change the cost.

There was a consensus to have the Town Manager proceed and include in the Study the canals which had been eliminated.

There was a consensus to have the Town Manager develop a financial plan as part of Phase II.

Mr. Roberts asked if the Commission wished alternatives presented. Mayor Drohlich indicated the Commission needed something that would explain how the Town would pay for canal dredging.

Mayor Drohlich asked when Phase II would be ready for presentation to the Commission. Mr. Roberts replied concepts could be presented at the June Workshop; however, assumptions would be made and no exact cost could be given, only suggestive ranges.

Commissioner Farber commented that the Commission had a consensus to add to the Study the three canals previously eliminated, but not the Bay Isles Perimeter Channel.

Julian Dorf, President of the Bay Isles Master Association, stated he could not speak for the whole board, but he did not feel the Bay Isles Perimeter Channel should be included in the Study since ongoing maintenance did exist.

A recess was called at 11:15 AM; the Special Workshop reconvened at 11:25 PM.

2. Facilities Master Plan

Mr. Roberts recapped the process of this subject to date: a proposal had been submitted to the Commission which contained Scenarios A - E with costs estimated between \$2,907,000 and

\$4,063,000; however, the Commission had determined the proposal was too costly; therefore, the proposal was revisited and Scenario F was developed using existing Utility Fund reserves. Mr. Roberts stated Scenario F was the minimum recommended improvements.

Mr. Roberts reported Scenario F included: 1) construction of a new Police Department pod, with no changes from the last proposal; 2) relatively minor modifications to the vacated Police Department to accommodate the relocation there of the Planning, Zoning and Building Department; 3) some minor modifications to the existing upper level of Town Hall to accommodate Administrative Services, the Town Manager's staff, and a small addition; 4) Public Works facilities redevelopment. Mr. Roberts addressed the funding issue and stated the total amount of available funds from the Utility Fund reserves was \$3,421,049; after the proposed Facilities Master Plan was subtracted, \$1,184,925 would remain plus the minimum floor of \$2 million.

Bill Maddox, Maddox and Associates, stated the Police pod would be built at an elevation that allowed for parking underneath; this would relieve the congested parking that would exist by bringing additional staff to Town Hall. Mr. Maddox explained the area that was vacated by the Police Department would be remodeled to accommodate PZB; however, PZB would need more space than currently existed in the vacated area; that area was built below the current base flood elevation and record storage would be a concern. He recommended an addition be constructed between the Middle Pod and the South Pod to accommodate a storage area and a plan room for PZB; the addition would be built at base flood elevation.

Mr. Maddox reported the Middle Pod proposal consisted of expansion to the Town Manager's office into the existing conference room and break room; Administrative Services would be able to expand into an area now used by Town Manager's staff; a conference room and break room would be added to the addition referenced earlier; the new addition would be 1,000 square feet. He stated the access from the building would not be cut off and the ramp would be retained. Mr. Maddox proposed upgrading the common areas to accommodate the Americans with Disability Act by remodeling the restroom facilities and the entrance stairs and ramps to the building.

Mr. Maddox reported the Public Works compound contained four elements: 1) develop approximately 450 ft. of Wake Island Road from Gulf of Mexico Drive to the southwest corner of the PW compound; 2) demolish the storage garage on the southwest corner of the property to provide access from Wake Island Rd.; 3) implement a phased demolition and reconstruction plan for the remaining building within the PW compound, excavate buried debris and fill to elevation above flood level prior to reconstruction; 4) after PZB was relocated to Town Hall, demolish the house (610 General Harris Street) and sell the land.

Commissioner Legler asked for clarification on the report which

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indicated an expense for furnishings. Mr. Roberts explained this would include desks, chairs, file cabinets and items of that nature.

Vice-Mayor Metz asked where the PZB records were currently kept. Mr. Maddox indicated at the PW facility a file storage area did exist; however, the space study determined more room was necessary, currently storage was in the conference room. Mr. Roberts replied the new addition would house the records in a permanent area above base flood elevation.

Commissioner Farber asked if the Commission Chambers and Antechambers would remain the same. Mr. Maddox replied the only change to the Commission Chambers would be the remodeling of the Commission dais. Commissioner Farber stated at one time the report reflected a shortage of conference rooms; he asked if that issue was addressed. Mr. Maddox indicated in the addition a conference room was added to replace the one next to the break room; it would be larger than the current conference room.

Commissioner Loiselle expressed his concern that the Plan did not include a new media center. He stated he had a call from the Longboat Key Library Association's new president, who was in favor of proposals for a new library building; therefore, he requested a new library be added to the proposal; State funds could be obtained for that construction and the present library could be used as a Police pod. Commissioner Loiselle also suggested funding be done through a General Obligation bond rather than using reserve funds.

Mr. Roberts replied the library building did not meet FEMA standards; the intent was to bring the Police Dept. above the FEMA standards since that would be the command center for any emergency the Town had; also, the library did not have the square feet needed to house the Police Dept. Mr. Roberts stated that financing alternatives were offered over long term and the Commission had discussed bond financing, but had decided to use the reserve fund.

Commissioner Patterson asked where the Police pod would be located. Mr. Maddox stated the new building would be located on the side of Town Hall toward the existing library and would have no impact of space upon the library.

Commissioner Legler asked about the equipment costs. Mr. Maddox stated there were specific costs related to the Police Dept.: communications needs, computers, telecommunications, and that type of equipment.

Vice-Mayor Metz questioned how many new parking spaces would be added under the Police pod. Mr. Maddox indicated approximately 15 new spaces would be available.

Mayor Drohlich stated the Utility Fund reserves would drop to approximately \$1 million after the expenditure for the

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construction; he asked the length of time it would take to rebuild the reserves. Mr. Sullivan reported there were two sources of revenues for the reserve fund; 1) rates and charges; 2) connection fees. He reported that in 1997 new units would be connected for water service; each new connection would produce approximately \$2000; another avenue would be to increase rates.

Commissioner Patterson asked for a specific explanation for housing the PW Director and his staff. Mr. Maddox referred to Tab D, Item 5, of the Plan; this showed approximately 8000 sq.ft. would be required for the PW compound.

Commissioner Patterson asked if the Town had a public relations problem with citizens in that area. Mr. Roberts indicated this would be an improvement plus there would be an attempt to buffer the compound from General Harris St.; all PW traffic would be removed from General Harris St. and routed onto Wake Island Rd.

Commissioner Legler indicated he would be in favor of moving forward; however, he was concerned with the cost.

Commissioner Farber said he was in favor of moving ahead; however, he encouraged the architect to be conservative in space for employees and that space be used judiciously. He asked if there would be a saving if the Police pod were not elevated beyond the present Town Hall level. Mr. Maddox advised the building needed to be built at base flood elevation and the addition only needed to be built between two and three feet higher to accommodate the parking; if the building were not raised for parking underneath, the Town would have to pay for a considerable amount of fill to raise the building.

Mayor Drohlich asked if there were a consensus to consider funding the construction through a bond issue; there was consensus not to establish a bond issue.

Mayor Drohlich asked if the Commission wished to vote on the project as a whole or break it down into sections.

Mr. Persson stated that the preservation of the Town's PZB records was imperative when defending the Town against a suit; currently, they were stored below flood level. Mayor Drohlich asked why the records were not on microfiche. Mr. Persson stated the volume of the records was enormous; they needed to be stored in a safe area and should be kept in perpetuity. Town Clerk Arends reported many plans and records were on microfilm; however, no PZB records had been microfilmed since that Department moved from Town Hall, and there were plans for optical scanning capabilities to be in place.

Mr. Roberts indicated that the recommendation would be to move forward with the whole package.

Commissioner Farber suggested the Town hire a project

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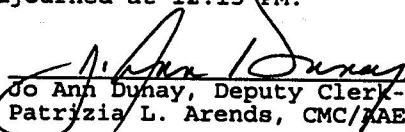
manager/estimator so the cost would be close to the estimated budget. Mr. Maddox stated KSS, a construction estimating company, had been used to develop the figures in the report.

There was a consensus to vote on the project as a whole.

There was a consensus to accept the Town Manager's recommendation and to move forward with the design.

II. Town Attorney CommentsIII. Town Manager CommentsIV. Town Commission CommentsV. Public to be HeardVI. Press to be HeardVII. Adjournment

The Special Workshop was adjourned at 12:15 PM.


Jo Ann Dunay, Deputy Clerk-Minutes
Patrizia L. Arends, CMC/AE, Town Clerk